



**EXTRAORDINARY
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EMPLOYMENT AND TECHNICAL EDUCATION & TRAINING DEPARTMENT

NOTIFICATION

The 2nd January 2014

No. 36—II-TTI-115/2013-ETET.—In order to have the involvement of the district administration in the governance of Government ITIs to response to the requirement of the institutes quickly, Government after careful consideration have been pleased to constitute the Governing Body of the Government ITIs of the State comprising of the following members:—

(a) Collector & District Magistrate	..	Chairman
(b) District Welfare Officer	..	Member
(c) District Employment Officer	..	Member
(d) Principal, ITI	..	Member-Secretary

2. The roles and responsibilities of the Governing Body in Government ITIs, so constituted, shall be as follows :—

- (a) Identification of trades for introduction/expansion/reduction/abolition based on the local area demand study.
- (b) NCVT affiliation of trades through QCI accreditation
- (c) Addition/alteration of infrastructure to accommodate new trades/training programmes, taking care of the gender equity aspects including ladies toilets/common room/other welfare measures, taking care of the environmental management framework.
- (d) Upgradation of workshops with latest equipment & machineries and disposal of unserviceable/condemned items through public auction.
- (e) Outsourcing of support services to deliver various activities as per need of the training activities.
- (f) Maintenance of building infrastructure, internal electrification, water supply, sanitation, campus beautification, equipment, machineries, furniture, computers, etc.
- (g) Ensure timely admission of candidates by the respective 'Selection Committee' constituted by Government as per training calendar and planner.

- (h) Award of Merit Scholarship/Merit-cum-Poverty Stipend/Post-Matric Scholarships and other scholarship/stipend to the deserving trainees in a time bound manner.
- (i) MoU with local and other industries for (a) regular interface by the staff and trainees, (b) inviting industry personnel/bankers/managerial personnel, etc. as one day mentors, (c) attachment of Sr. trainees in industries for hands-on-practice & exposure to the world of work and technological advancements, (d) sparing staff and trainees for servicing industries wherever necessary for mutual benefit without hampering training/industrial activities.
- (j) Trainees welfare measures including workshop safety, first aid, hostel accommodation, games & sports, literary, annual function, institutional magazine, exposure visit, health camp, insurance, etc.
- (k) Conduct of foreign training programmes apart from NCVT approved courses during off time including MES training as VTPs, training under NVEQF as Skill Knowledge Providers (SKPs), land oustee training under R & R Policy, industry sponsored training, departmental sponsored training, etc.
- (l) Post ITI Apprenticeship Training in industries, developing trainees data base through MIS software & hardware, placement of ITI pass outs through on-campus/off-campus interview and web enabled Central Placement Cell.
- (m) Any other assignments as may be specifically entrusted by the Government/DTE&T., Odisha from time to time at the interest of the skill training activities for the youth of Odisha.

3. The Governing Body shall have the authority to :—

- (i) Call for and examine the official records of the institute;
- (ii) to call for the reports from the Principals and other official of the institute on any matter relevant to the functioning of the institute; and
- (iii) to constitute sub-committees for discharging any of the duties relating to the functioning of the institute within the jurisdiction of the Committee.

4. The Governing Body shall have the power to sanction expenditure as follows :

(a) Sanction of Contingent Expenditure :

Recurring	Non-Recurring
Chairman—Rs. 1,00,000 in each case per annum	Rs. 2,00,000 in each case per annum
Principal—Rs. 30,000 in each case per annum	Rs. 1,00,000 in each case per annum

- (b) Power to sanction expenditure on outsourcing of services for the purpose of cleaning/ sweeping/watch & ward only Rs. 60,000 per annum subject to financial limits.
- (c) Contracts for purchases and work (to accord administrative approval) : Rs. 2,00,000 per annum in each case.

5. Meeting of the 'Governing Body' : The 'Governing Body' shall meet at least once in a quarter for planning and execution of various programmes, drawal of annual action plan for expenditure, annual academic plan, etc. The Principal as Member-Secretary and Convener of the 'Governing Body' shall execute the decisions of the Governing Body.

6. Governing Body is the final sanctioning authority within the financial delegation of power as approved by the Government for time to time.

The Notification shall come into force with immediate effect.

By order of the Governor

C. S. KUMAR

Commissioner-cum-Secretary to Government